RICE | INQUIRY
Office of Undergraduate Research and Inquiry

Rice Undergraduate Scholars Program (RUSP)
HONS 471
Spring 2020
Tues 6-7:15 PM, SST 106

Instructor Contact Information

Instructor: Dr. Mary Purugganan
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TAs:

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Course Rationale and Description

The Rice Undergraduate Scholars Program (RUSP) is a two-semester, 1-credit undergraduate research program aimed at students interested in careers in academia and research. Junior and senior Rice students engage in a year-long research project and attend weekly seminars on topics of research and the academic life.

Program Objectives:

- To develop students' research and presentation skills
- To cultivate students' understanding of an academic career
- To teach students how to apply to post-graduate education (graduate or professional school) and nationally competitive fellowships.

All students in the program will have access to research and/or conference travel funding up to $1000 during the academic year.

Teaching Assistants

The graduate student TAs for RUSP will be involved in both fall and spring semesters. They have the following roles:

- Grading and providing feedback on assignments (written and oral presentations)
- Leading or co-leading selected class discussions
- Mentoring students with guidance and support in the course

It is our sincere hope that you will develop a strong mentor-mentee relationship with all three instructors as you prepare for the next phase of your research career.

Required Course Materials

No textbook is required. All class readings will be provided in Canvas.

Assessment

Due Date	*Assignment*	*% of Grade*
1/21	Adjusted Research Plan	15
2/18, 2/25, or 3/03	Research Presentation	25
4/07	Program Selection	25
Various	Cohort participation	20
Various	Class participation	15

Course Policies

Class Attendance and Participation
Class attendance is mandatory. Class discussions are major components of this course, so come to class and be prepared to express your thoughts, reading interpretations, and questions. Participation credit will be determined by attendance, being on time to class, and contributions to in-class discussions and activities.

Cohort Participation
Students will maintain the cohorts of four to five students that were established in HONS 470. Each cohort meets four times a semester to engage in supportive and interdisciplinary work. The particular assignments will be presented in class and in Canvas. The purpose of these cohorts is to provide students with peer support, interdisciplinary engagement, and an in-depth consideration of the course material. The dates for cohort meetings are listed in the course schedule; any changes will be announced in class.

Adjusted Research Plan
Students will submit an evaluation of their research plan and a reflection of how well it has worked thus far. The evaluation should include consideration of the plan as a whole with respect to its ambition and scope and any limitations or unanticipated breakthroughs and hurdles of the project. Students should then submit an Adjusted Research Plan to ensure projection completion by the end of the semester.

Research Presentation
Students will deliver a short presentation (8-12 minutes) to a portion of the class. The presentation may employ any medium appropriate for the research. Presenters will receive both peer and instructor feedback on the presentation itself—structure, clarity, and delivery—not on the quality/content of the research project.

Program Selection Assignment
Senior students who have applied to post-graduate opportunities will list the programs they applied to, the programs they were accepted into, and then submit an evaluation of the pros and cons of each accepted program, including a final selection and justification of that selection. This justification should include both personal and professional motivations for the selection.

Students who did not apply, or were not accepted, to post-graduate opportunities will submit an analysis of their own candidacy for post-graduate opportunities. In this analysis, students will identify the strengths and weaknesses of their application. Students will then also submit a detailed plan to enhance aspects of the application or ways to address any weaknesses before the next application cycle begins.

Late Assignment Policy
The Adjusted Research Plan and Program Selection assignments are due at 6 PM and Cohort meeting reports are due at 11:59 PM on the days indicated in the course schedule. *Late assignments will incur a late penalty of 5% per 24-hour period late.* If your assignment will be late due to a serious medical condition or family emergency, please email the instructor as soon as you know the assignment will be late.

No late Research Presentations will be accepted. If you have a serious medical condition or family emergency that prohibits your presentation, contact the instructor as soon as you know you will not be able to present and we will make other arrangements for you.

Mobile Device Policy
Electronics can be a major distraction and impede effective class discussion (see, for example, Fried, C.B., 2008, "In-class laptop use and its effects on student learning" in *Computers & Education*, 50(3), 906-914). Using a laptop or tablet to take notes often leads to checking email, opening files for other classes, or browsing the internet, which distracts you and can distract those around you. Excessive attention to electronics also shows a lack of respect to invited speakers who offer their time and expertise to students' professional development. For these reasons, in HONS 471, we will have a standing *no-laptop, no-tablet policy in class*. Phones may be used for emergencies only (for immediate communication, not for browsing online)—excessive use of a phone *will* affect your participation grade.

At certain times (for example, during discussion of an assigned reading), laptops and tablets will be allowed so that students can access posted readings and/or notes if they do not wish to print them out. These days/times will be announced in advance through Canvas and/or in class.

The Center for Academic & Professional Communication
The Center for Academic & Professional Communication (CAPC) is located on the south mezzanine of Fondren Library. The Center provides writing consultants who may help you at any stage of the process of writing a paper or giving a presentation. To make an appointment, visit the Center or go to pwc.rice.edu.

Student Opportunity Center
As a student of Rice University, you now have access to the Student Opportunity Center, a centralized resource for Rice students to find experiential learning opportunities on- and off- campus. The SOC is a national database of research, funding, internships, conferences, and publishing opportunities. Your account is already established; just use your Rice email to log in: https://studentopportunitycenter.com/

Honor Code
All Rice University students are expected to abide by the Rice Honor Code (http://honor.rice.edu/).

Students With Disabilities
Any student with a documented disability needing academic adjustments or accommodations is requested to speak with course instructors during the first two weeks of class. All discussions will remain confidential. Students with disabilities should also contact Disability Support Services in the Allen Center.

RUSP Stipends

Each HONS 470/471 student is awarded up to $1000 to facilitate a research project or for professional development through conference attendance. Prior to spending, students must **submit their request to Canvas Assignments** for Dr. Purugganan's approval. Allow 3-5 business days for approval. Once your request is approved, you may contact Abby Schuh for disbursement/spending, as detailed below. Here is Abby's contact information:

Abby Schuh
Office of Undergraduate Research and Inquiry
Fondren 404
as60@rice.edu
HONS 471 office hours: Tuesdays 11 AM-2 PM or by appointment

Permitted Expenses & How to Pay/Seek Reimbursement
The following is a description of the three typical uses for the stipend. Follow the instructions for how to spend—*once your request has been approved*.

1. Conference attendance (includes registration and travel expenses)
    - Before the conference: As soon as you know details about your conference and travel plans, but no later than THREE weeks before travel, email Abby Schuh at as60@rice.edu to arrange a time to visit OURI in Fondren 404 to purchase plane tickets, hotel/lodging, conference registration,

etc. with her purchasing card. She has set aside office hours on Tuesdays from 11 AM to 2 PM for this purpose. You will be granted a small cash advance for anticipated food and incidental expenses (remember, you cannot purchase alcohol!) *You cannot be reimbursed for any single item you purchase at greater than $100, so you will need to use Abby's P-card for plane tickets, lodging reservations, and other large expenses.*

- After the conference: ***You must submit all your receipts for reconciliation***. Receipts must be itemized so we can see what you spent the money on. A restaurant receipt, for example, will need to include the items purchased – not just the total. If you do not have receipts, you will be asked to return the cash advance to Rice. For details on cash advance instructions and reconciliation, email Abby Schuh to begin the process.

2. Purchase of lab supplies
   - Email Abby with the name of your lab and the fund/org number where the money should be transferred. The person running your lab will know these details.
3. Purchase of research equipment/supplies
   - Permitted items include books, transcription services, data recording equipment, specialty software, etc. Laptop computers and software such as Microsoft Office **do not** count as supplies. The equipment must be necessary to your research and you may be required to return the item after the year has ended.
   - Email Abby and schedule a time to visit her in Fondren 404. You can make the purchase using the computer and P-card in Abby's office.

****** Stipend must be spent by May 1, 2020; only in VERY exceptional cases will permission be granted for use over the summer. ******

Course Schedule (Subject to revision)

Date	Topics	Speaker(s)	Due
Jan 14	Campus Visits, Introductions, & Interviews		
Jan 21	Research Project Updates, Elevator Pitches		Adjusted Research Plan
Jan 28	Personal Well- Being as a Researcher	Saralyn McMorris, LMSW, Associate Director of Wellbeing Programs and Education, Rice University	Reading, Evan H. Offstein, et al., "Are We Doing Enough for Today's Graduate Student?" *The International Journal of Educational Management*, Vol. 18 no. 7 (2004): 396-407.
	5th Cohort Meeting, Report Due February 2		
Feb 4	Academic Conferences and How to Give and Receive Academic Feedback		Reading, Emma Pettit, "A Minefield: How Scholars Who Don't Drink Navigate the Conference Social Scene." *The Chronicle of Higher Education* (2019).
Feb 11	How to Create Effective Visual Presentations		
	6th Cohort Meeting, Report Due February 16		
Feb 18	Presentations Group A		Presentation (Group A)
Feb 25	Presentations Group B		Presentation (Group B)
Mar 3	Presentations Group C		Presentation (Group C)
Mar 10	The Publishing Process	Dr. Tony Brown, Professor, Department of Sociology	
Mar 17		*NO CLASS—SPRING BREAK*	
Mar 24	The Ethics of Research		
	7th Cohort Meeting, Report Due March 29		
Mar 31	Discrimination in Research and Academia	Shelah Flowers Crear, PhD, Director, Student Success Initiatives; Lecturer, Teacher Certification Program	
Apr 7	Research Project Updates		Program Selection
Apr 14	Working and Personal Finance as a Graduate Student	Laura Richardson, PhD, Lecturer, Program in Writing and Communication; Resident Associate, Lovett College	
Apr 21	Course Conclusion		
	8th Cohort Meeting, Report Due April 24		